



**BISHOP HOFFMAN CATHOLIC SCHOOLS**  
**PRESCHOOL MEETING**  
**SUNDAY, FEBRUARY 2, 2014**  
**SACRED HEART PARISH**  
**2:00 PM**

***THE MISSION OF BISHOP HOFFMAN CATHOLIC SCHOOLS:***  
***"To reach and teach the Mind, Body, Heart, and Soul of each child - to bring them closer to God."***

**BOARD MEMBERS PRESENT:** Chair Patrick Militello, V-Chair Kay E. Reiter, Father Ken Lill, Father Mike Zacharias, Todd Drusback, Denice Hirt, Dr. Mark Hoelzle, Anne Marquis, and Roy Wilhelm

**PRESENTING STAFF:** BHCS Superintendent Tim Cullen and Pre-School Director Lisa Swaisgood

**OTHERS IN ATTENDANCE:** 48 attendees signed-in

**WELCOME & INTRODUCTIONS**

A welcome and the introduction of the BHCS Board Members was addressed by BHCS Chair Patrick Militello. Mr. Militello explained how the afternoon meeting would be addressed; after the presentation the floor would be open to questions. Mrs. Reiter would record the details from the meeting and any questions that could not be answered at the meeting the board would find the answers. All notes from the meeting would then be posted on BHSC's website.

**HISTORY ON THE PROPOSED MOVE OF THE PRE-SCHOOL BY BHCS PRESIDENT PATRICK MILITELLO**

**May 16<sup>th</sup>, 2013** - At this regular board meeting the board heard an annual presentation on the Pre-School Program and elementary school by Principal Cathy Krupp. Following that presentation there was a discussion on the possible move of the pre-school into the Sacred Heart building with K-3.

**October 17<sup>th</sup>, 2013** – At this regular board meeting Mrs. Krupp lead a 2<sup>nd</sup> board discussion about possible ways to integrate the Pre-School into the K-3 building. After a long board discussion, the board agreed to the collection of the necessary data to assist the board in making a future decision on moving the Pre-School. The board was also asked to consider Mrs. Krupp's presentation and pose any questions to Superintendent Cullen by the end of the following week. At this same board meeting Matthew Cropper with Cropper GIS Consulting, gave a report on the BHCS facility feasibility study

**November 21<sup>st</sup>, 2013** – At this regular board meeting Superintendent Cullen provided the board with a formal proposal on the proposed move of the Pre-School. Included in the report were the reasons for the proposed move: a general timeline proposal; a summary of the proposed room assignment that included a classroom map; the proposed communications and work schedule connected to a move.

Superintendent Christopher Knight with the Toledo Diocese attended the board meeting and during the discussion of the proposed move he shared with the board that 80% of the Toledo Diocese Pre-School Programs are housed in schools. Also during this meeting Superintendent Knight pledged \$5,000 of a diocese grant to assist in covering expenses connected to the proposed Pre-School move.

**December 19<sup>th</sup>, 2013** – At this regular board meeting the board discussion continued on the proposed move of the Pre-School – at this meeting Superintendent Cullen informed the board that no dollars would come from the school district’s budget and final details connected to the move are being addressed. Also at this board meeting the board was made aware that the Sacred Heart Festival Committee had concerns about the proposed move and how it could impact their planning and future room usage. Chair Militello had agreed to contact the festival leadership to discuss their concerns.

**January 16<sup>th</sup>, 2014** - At this regular board meeting the board continued their discussions connected to the proposed move of the Pre-School. Superintendent Cullen reviewed additional details and he also shared that delaying an approval of the move much longer could have a negative impact on parents who are making decisions on which pre-school they will enroll their children. The board also made a decision to have an informative meeting with the parents currently utilizing the pre-school program. The board also felt it would be important to include the Sacred Heart Pastoral Council, Property & Finance Committees, Sacred Heart Festival Committee and members of the Sacred Heart Parish – an invitation letter was to be included in the Sacred Heart Sunday Bulletin along with a letter that would go out the parents from the pre-school program. The February 2<sup>nd</sup> meeting details started at this point.

### **PRESENTATION ON THE PROPOSED PRE-SCHOOL MOVE**

#### **Pre-School Director Lisa Swaisgood:**

- It is critical for everyone to understand that this proposed move is not because the program has done anything wrong.
- There are currently 65 children enrolled in the Pre-School Program – this move can only increase the student numbers.
- The current retention rate - 58% of PreK’s attend BHCS Kindergarten.
- The proposed move will re-locate the PreK-3, PreK-4, and PreK Day Care to the Sacred Heart building.
- The Proposed Timeline: The 2014-2015 school year
- The Pre-Schoolers would be present in the BHCS elementary building.
- PreK students and parents would build relationships with Kindergarten students and staff.
- BHCS Early Childhood Center would not appear to be a separate entity by location.
- Connection between teachers.
- Pre-school and day care will need to remain separate but they would be located in the Sacred Heart building.

#### **SUPERINTENDENT TIM CULLEN:**

- The benefits connected the proposed move: Recruitment of students; Opportunity to begin innovative programs; Strengthen the current Pre-School Program; An easier transition from PreK to Kindergarten; Shared Resources; A continuation of quality Day Care
- Create new interest in Pre-K.
- New kindergarten & first grade voucher program is now available for families.
- Build a stronger team approach working to meet developmental needs of students pr-k 1,2,3
- Nursing services would be available.
- There would be a connection to the church.

- Secretarial support would be made available to assist the Pre-School Program.
- They would have technology access.
- The program would have use of the school gym.
- There would be shared planning of programs and assemblies (Such as Fire Fighter Phil, prayer services, religious seasons and holydays,)
- Pick up/bus flow would be addressed to assure the safety of the students.
- Storage needs will be addressed in the plan.
- The staffing would remain the same.
- Pre-school students will not be required to wear uniforms.
- Mr. Militello and Mrs. Reiter met with the Sacred Heart Festival Committee Chairs and the BHCS board will work to address their concerns.

In conclusion.... this proposal is a logical step to improve the transition from Pre-K to Kindergarten. This plan provides an opportunity to develop and market the Sacred Heart Campus as a developmentally appropriate Early Childhood Center where student needs would be met in all areas -- **Emotional, Social, Academic, Spiritual!!!**

### QUESTIONS WITH ANSWERS:

**Question #1:**

*Who is going to take care of the current pre-school building once the Pre-School would move?*

**Answer:**

*This will need to be looked at, along with the building's future use.*

**Question #2:**

*Is there any financial savings in moving the Pre-School?*

**Answer:**

*The board believes there are many areas of savings connected to the move and many of these areas of savings were addressed earlier in the presentation.*

**Question #3:**

*Will the building have to set empty - how could it be used?*

**Answer:**

*This has not been addressed at this point.*

**Question #4:**

*Moving the Pre-School would add roughly 76 new students into the Sacred Heart building how will this impact Principal Cathy's and Miss Lisa's responsibilities?*

**Answer:**

*Mrs. Krupp and Miss Lisa's responsibilities would not change – Miss Lisa would remain responsible for Pre-School Students.*

**Question #5:**

*What about the school secretary's work load?*

**Answer:**

*This will need to be addressed as the new school year would unfold and the amount of assistance is determined.*

**Question #6:**

*How does our Pre-School retention rate compare to other catholic schools?*

**Answer:**

*This data would need to come from the Toledo Diocese.*

*\*\*\*2/3/14 Superintendent Christopher Knight with the Toledo Diocese was contacted and he provided the following data: Retention rate can vary due to the community market conditions and not every school reports pre-school enrollment to the Toledo Diocese by age, but rather as a large group number. Here are some comparable schools:*

- *St. Kateri Catholic Academy – 56%*
- *St. Peter Mansfield – 80%*
- *Sandusky Central Catholic School – 75%*
- *Tiffin Calvert – 75%*

*According to the Toledo Diocese that increasing pre-school retention is one of the recommendations ACE Consulting from the University of Notre Dame made to the metro-Toledo Catholic schools.*

**Question #7:**

*What was the retention rate for the Pre-School when it was located in the Sacred Heart building before and what was it after the move to the share center building?*

**Answer:**

*This is something we need to get info on....*

*\*\*\*2/5/14 Follow up reply from Miss Lisa: Retention question: Please remember that this was 25 years ago! I had in my classes children from all 3 parishes. The big discussion then was keeping them at our parish. I had about 40 - 4yr olds - about 36 would stay. Remember also that another 12 or so would come in to kindergarten from those not attending preschool anywhere. This truly was a "different time" and I think it is hard to compare today with 25 years ago. When we moved we bumped up to 45 to 50 - 4 & 5 yr. olds with about 40 staying. We took a hit with the economy and the consolidation with retention but the numbers in the program have remained steady.*

**Question #8:**

*What about the cost of the preschool move – will the board have any say in this?*

**Answer:**

*Miss Lisa has control of and is responsible for the preschool budget. She works with the BHCS Business Manager and the preschool's income and expenses are part of the BHCS system budget. The costs of the move are covered.*

**Question #9:**

*How does this decision tie into the entire BHCS school vision?*

**Answer:**

*We have to continue to look at all enrollment numbers from pre-school thru all twelve grades. Enrollment is currently stable at in BHCS but the board continues to look at increasing enrollment.*

**Question #10:**

*The Share Center Building has had some recent major improvements such as a new roof and windows why would this happen if the board was planning to move the pre-school?*

**Answer:**

*The board is aware of these improvements but as explained in the earlier presentation the board did not consider the proposed move until last May.*

**Question #11:**

*Was the purpose of this meeting to tell us that the board is moving the Pre-School Program?*

**Answer:**

*Today's meeting was planned to share the proposed plans for the Pre-School Program move and help answer your questions and concerns. Please be very clear that the BHCS Board has not taken any action on the proposed plan. But the board will need to act in the very near future to not cause a negative impact on next school year's enrollment with the Pre-School Program.*

**Question #12:**

*Would the board share the Cropper Report BHCS facility feasibility study?*

**Answer:**

*Chair would need to discuss this with the board.*

**Question #13:**

*Did the board talk to the pre-school parents?*

**Answer:**

*Yes, Miss Lisa spoke directly to the pre-school parents.*

**Question #14:**

*Has the ½ day program information been shared with the parents at this point?*

**Answer:**

*Miss Lisa shared that they are not ready at this time to share this information.*

*\*\*\* 2/4/14 Miss Lisa shared the following information:*

*She is proposing:*

- 8:15-8:30 drop off and the a.m. class from 8:30-11:00 for morning session. 12:30-3:00 for afternoon session. 8:30-3:00 for all day.*
  
- I also would like to add a bit to the all-day class. I think to get the numbers up a bit for that class that we can offer a half-day everyday within the all-day every-day. So a child could come to school from 8:30-12:00 every-day.*
  
- I also propose that prices stay the same with the half-day every-day being half the price of the all-day class.*

**Question #15:**

*What is the timeline for the board making a decision?*

**Answer:**

*It is important for the board to move quickly on this issue - the Pre-School Program needs to have a decision so they can communicate to parents as they look to address registration for the next school year.*

**Question #16:**

*Has the board consulted the other parishes about this move? I am very concerned about the timeliness of this move and I feel the board should have acted in a timely manner.*

**Answer:**

*The board has not spoken directly with the parishes or the respective councils. The original proposal was made by Mrs. Krupp in October of this year. Information has been posted in the board minutes over the past months on the BHCS website. Additionally, information regarding today's meeting was published in the bulletin's of Fremont's parishes.*

**Question #17:**

*Is the BHCS Strategic Plan available for us to see? Where is this all at?*

**Answer:**

*Chair Militello explained how the board is moving to make the plan an action filled plan but the board has experienced difficulty getting some of the committee actions steps moving but with recent changes to the board and committee re-structuring he anticipates things to continue moving forward.*

**Question #18:**

*Since the Fremont City Schools' Middle School was built and opened how is the board addressing this?*

**Answer:**

*Being able to compete against a new school building is very difficult for BHCS's to address but the board is working to promote the school in many other ways.*

**Question #19:**

*Has there been any survey done to the Pre-School parents to make sure there will not be any student loss?*

**Answer:**

*Miss Lisa has spoken to the Pre-School parents 1 on 1 about this proposed move.*

**Question #20:**

*This is a parish building what does it cost to use the current Pre-School building vs. the move?*

**Answer:**

*In the long run it will be a cost savings.*

**Question #21:**

*What is the projected cost of the move of the Pre-School?*

**Answer:**

*Miss Lisa has assisted Superintendent Cullen in identifying the needed funds along with a \$5,000 diocese grant for this proposed move – it will have little to no impact on BHCS's budget.*

**A parent's closing comment:**

*What's truly important is not the building's location but keeping our children together. Bishop Hoffman Catholic Schools need to foster a strong educational environment for our children. All of us should not get all caught up in what or where the building is. We shouldn't get caught up in "What's mine and what's yours" mindset!*

## **THE MEETING WRAP UP**

Chair Militello thanked everyone for attending and shared that the BHCS Board would meet and discuss what we heard at today's meeting. Once the meeting notes are completed and we have answers to your questions the board will post them on the BHCS's website – anyone who has provide us your email address you will receive a follow up email from the administration of BHCS.